

CITY OF BELMONT

PLANNING COMMISSION

ACTION MINUTES

THURSDAY, JUNE 5, 2008, 7:00 PM

Chair Parsons called the meeting to order at 7:00 p.m. at One Twin Pines Lane, City Hall Council Chambers.

1. ROLL CALL

Commissioners Present: Parsons, Horton, Frautschi, Mayer, McKenzie, Mercer, Reed
Commissioners Absent: None

Staff Present: Community Development Director de Melo (CDD), Associate Planner Gill (AP), Deputy City Attorney Kathleen Kane (DCA), Acting Recording Secretary Tompkins (ARS)

CDD de Melo introduced Kathleen Kane, recently appointed Deputy City Attorney, who was filling in for Marc Zafferano

2. AGENDA AMENDMENTS - None

3. COMMUNITY FORUM (Public Comments) - None

4. CONSENT CALENDAR

4A. Minutes of May 6, 2008

Commissioner Frautschi asked that the singular word "Commissioner's" in the 3rd paragraph from the bottom of page 7 be corrected to read as a plural word.

MOTION: By Commissioner McKenzie, seconded by Commissioner Frautschi, to accept the Minutes of May 6, 2008, as corrected.

Ayes: McKenzie, Frautschi, Horton, Parsons, Mayer
Noes: None
Abstain: Mercer, Reed

Motion passed 5/0/2

5. OLD BUSINESS

5A. 1212 North Road – Review of Landscape Plan

CDD de Melo summarized the staff memorandum, recommending approval as presented. Responding to an earlier question from Commissioners, he stated that he had calculated the hardscape at 51%, not including the area above the slope, and that the applicant has painted the fence brown, rather than using the wood slats within a chain link fence as had been previously proposed.

Responding to Commissioners' questions, Bruce Chan, landscape architect, stated that the amount of hardscape in the front yard is unchanged from what was existing, the triangular shaped area in the back yard is intended as a garden area, and the applicant had asked for the cut flower planter boxes on the north side. He confirmed with the applicants that they would not be opposed to putting shrubbery against the base of the house on the north side, and stated that there will be only one retaining wall – the one that already exists in the public right-of-way.

Commissioner Frautschi noticed that the Resolution cited only two public hearings on this project, omitting the November 7, 2007 meeting. CDD de Melo also noted that the June 5 meeting should be added to the third "Whereas" in the Resolution. In addition, Commissioner Frautschi asked that the word "year" be deleted from the next to last paragraph on page 1 of the Staff Memorandum.

Chair Parsons recalled that there had been discussion about removing some of the concrete by the driveway. CDD de Melo responded the applicant had been made aware of that suggested modification but chose not to do so.

MOTION: By Vice Chair Horton, seconded by Commissioner McKenzie, to adopt the Resolution approving a Final Landscape Plan for 1212 North Road (Appl. No. 2007-0067), with modifications for shrubbery along the north side of the residence.

Ayes: Horton, McKenzie, Mercer, Mayer, Parsons

Noes: None

Abstain: Frautschi, Reed

Motion passed 5/0/2

6. PUBLIC HEARINGS:

6A. PUBLIC HEARING – 1881 Robin Whipple Way

To consider a Single Family Design Review to construct a 680 square foot addition to existing 2,160 square foot single-family residence (approximately 40 sq. ft. of floor area to be removed). The project proposal will bring the total square footage of the residence to 2,840 square feet (3,063 sq. ft. maximum building size permitted for this site).

(Appl. No. 2007-0076)

APN: 044-311-190; Zoned: R-1C (Single Family Residential)

CEQA Status: Categorical Exemption per Section 15303

Applicants: Coast to Coast Development Inc.

Owner: Bill Guilford

PROJECT PLANNER: Rob Gill: 650-598-4204

AP Gill summarized the Staff Report, recommending approval of the Resolution with the Conditions of Approval attached.

Commissioner Reed confirmed with AP Gill that there will be 5 bedrooms in the home, and noted that the family room is defined as a bedroom in the first sentence of page 4 of the Staff Report. AP Gill responded that the family room is not considered a bedroom as there is no "living room" in the home; the staff report will be corrected.

AP Gill clarified for Commissioner Mayer that the final square footage of the project is 2,840, and responding to Commissioner Frautschi, noted that the driveway will be widened to accommodate the second uncovered parking space in the area to the left of the driveway where the meter is located.

Lillian Woo, landscape architect for the project, introduced herself and responded to questions from the Commission. She explained that she had not proposed a tree to the right of the driveway because of the neighbor's large existing liquid amber tree, and that perhaps removal of the river rocks on the roots would help with survival of that tree. She will recommend this to the neighbor. At Commissioner Frautschi's suggestion, she stated that she would be happy to recommend a hedge of columnar deciduous trees on the right side of the property.

Chair Parsons opened the Public Hearing. No one came forward to speak.

MOTION: By Commissioner Frautschi, seconded by Vice Chair Horton, to close the Public Hearing. Motion passed 7/0 by a show of hands.

Commissioner Mercer felt that the house is a big improvement and beautifully done. She concurred with Commissioner Frautschi's request for the addition of a tree or row of columnar trees on the right-hand side along the garage to mitigate the bulk.

Commissioner McKenzie was concerned about the bulk as seen from the street, but overall felt that the architect had done a nice job of tying together an integrated design of the old house into a new house.

Commissioner Reed liked the project and believed it will be a great addition to the end of Robin Whipple.

Vice Chair Horton agreed and felt that it will be a great complementary addition to the house recently approved on the left.

Commissioner Mayer agreed that this will be a nice balanced end to Robin Whipple and concurred that trees on the right would soften that view.

Commissioner Frautschi complimented the applicant/owner particularly on the chosen colors and the garage doors, and would like to see a Blood Maple or something similar by the driveway, and perhaps some evergreens.

Chair Parsons thought the architect did a good job of taking a bad addition on a reasonable ranch house and integrating it with a new addition to make it look like a house. He also encouraged the owner to place some kind of a small decorative tree like a Japanese Maple to the right of the driveway to soften the corner, and maybe putting some columnar trees inside the fence.

MOTION: By Commissioner Frautschi, seconded by Commissioner Reed, to adopt the Resolution approving a Single-Family Design Review for 1881 Robin Whipple Way (Appl. No. 2007-0076), with Exhibit A, Conditions of Project Approval, with the addition of an ornamental Maple to the right of the driveway and columnar trees along the right, to be determined by staff, the architect and the applicant.

Ayes: Frautschi, Reed, Mercer, Mayer, McKenzie, Horton, Parsons
Noes: None

Motion passed 7/0

Chair Parsons stated that this item may be appealed to the City Council within 10 calendar days.

7. REPORTS, STUDIES AND UPDATES

CDD de Melo reported as follows:

A. Motel 6 – 1101 Shoreway Road
No update.

B. NDNU (Koret) Athletic Field
The acoustics study will be released next week.

C. Charles Armstrong School – 1405 Solana Drive
He had put in a request to schedule a meeting.

D. Ralston/US-101 Landscape Project
He has not had a response to his calls to the landscape architect. Commissioner Mercer asked if any weed abatement had been undertaken at this site, and was informed by Chair Parsons that this had been taken care of by a fire.

Staff is looking to schedule a Joint Study Session with the City Council for Tuesday, July 29th. The Commission will get a preview of the draft policy amendments to the economic development target sites,

the Downtown Specific Plan and El Camino Real. The environmental study and a companion form will be part of that Study Session.

CDD de Melo announced that there will be two NDNU interns on board for the summer.

Chair Parsons thanked Mark Nolfi for the quick action in getting the trailer moved off of the property next to Barrett. He also pointed out that all the landscape has died on the two houses that were built on Ralston halfway up the hill.

Commissioner Reed asked if the Emmett House had been taken off its jacks and put on the ground. CDD de Melo replied that it had not but that he has had multiple discussions with the powers that be about trying to marshal together an action plan for getting that connected. Chair Parsons noted that no protection had been put around the trees as yet, and CDD de Melo responded that he can imagine a contract with the arborist getting going real soon and protection itself within the next week or so. Commissioner McKenzie asked if there is a scheduled start of the host site landscaping project. CDD de Melo responded that this had been on the Council's agenda a meeting or two ago but he was not sure of the current status. Chair Parsons recommended that they at least get someone from Public Works to go out and cut the weeds.

Chair Parsons added that there are a couple of houses on Ralston that have dry bush up against fences that need to be cleared. Vice Chair Horton commented that Silverado had done a great job of getting all the bushes off their sidewalk and that their new sign looks good.

8. CITY COUNCIL MEETING OF TUESDAY, JUNE 10, 2008

Liaison: Commissioner McKenzie
Alternate Liaison: Commissioner Mercer

9. ADJOURNMENT:

The meeting was adjourned at 7:40 p.m. to a Regular Planning Commission Meeting on Tuesday, June 17, 2008, at 7:00 p.m. in Belmont City Hall.

Carlos de Melo
Planning Commission Secretary

CD's of Planning Commission Meetings are available in the
Community Development Department.
Please call (650) 595-7416 to schedule an appointment.

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1. ROLL CALL

Commissioners Present: Parsons, Horton, Frautschi, Mayer, McKenzie, Mercer, Reed
Commissioners Absent: None

Staff Present: Community Development Director de Melo (CDD), Associate Planner Gill (AP), Deputy City Attorney Kathleen Kane (DCA), Acting Recording Secretary Tompkins (ARS)

CDD de Melo introduced Kathleen Kane, recently appointed Deputy City Attorney, who was filling in for Marc Zafferano

2. AGENDA AMENDMENTS - None
3. COMMUNITY FORUM (Public Comments) - None
4. CONSENT CALENDAR
- 4A. Minutes of May 6, 2008

Commissioner Frautschi asked that the singular word "Commissioner's" in the 3rd paragraph from the bottom of page 7 be corrected to read as a plural word.

MOTION: By Commissioner McKenzie, seconded by Commissioner Frautschi, to accept the Minutes of May 6, 2008, as corrected.

Ayes: McKenzie, Frautschi, Horton, Parsons, Mayer
Noes: None
Abstain: Mercer, Reed

Motion passed 5/0/2

5. OLD BUSINESS

5A. 1212 North Road – Review of Landscape Plan

CDD de Melo summarized the staff memorandum, recommending approval as presented. Responding to an earlier question from Commissioners, he stated that he had calculated the hardscape at 51%, not including the area above the slope, and that the applicant has painted the fence brown, rather than using the wood slats within a chain link fence as had been previously proposed.

Responding to Commissioners' questions, Bruce Chan, landscape architect, stated that the amount of hardscape in the front yard is unchanged from what was existing, the triangular shaped area in the back yard is intended as a garden area, and the applicant had asked for the cut flower planter boxes on the north side. He confirmed with the applicants that they would not be opposed to putting shrubbery against the base of the house on the north side, and stated that there will be only one retaining wall – the one that already exists in the public right-of-way.

Commissioner Frautschi noticed that the Resolution cited only two public hearings on this project, omitting the November 7, 2007 meeting. CDD de Melo also noted that the June 5 meeting should be added to the third "Whereas" in the Resolution. In addition, Commissioner Frautschi asked that the word "year" be deleted from the next to last paragraph on page 1 of the Staff Memorandum.

Chair Parsons recalled that there had been discussion about removing some of the concrete by the driveway. CDD de Melo responded the applicant had been made aware of that suggested modification but chose not to do so.

MOTION: By Vice Chair Horton, seconded by Commissioner McKenzie, to adopt the Resolution approving a Final Landscape Plan for 1212 North Road (Appl. No. 2007-0067), with modifications for shrubbery along the north side of the residence.

Ayes: Horton, McKenzie, Mercer, Mayer, Parsons
Noes: None
Abstain: Frautschi, Reed

Motion passed 5/0/2

6. PUBLIC HEARINGS:

6A. PUBLIC HEARING – 1881 Robin Whipple Way

To consider a Single Family Design Review to construct a 680 square foot addition to existing 2,160 square foot single-family residence (approximately 40 sq. ft. of floor area to be removed). The project proposal will bring the total square footage of the residence to 2,840 square feet (3,063 sq. ft. maximum building size permitted for this site).

(Appl. No. 2007-0076)

APN: 044-311-190; Zoned: R-1C (Single Family Residential)

CEQA Status: Categorical Exemption per Section 15303

Applicants: Coast to Coast Development Inc.

Owner: Bill Guilford

PROJECT PLANNER: Rob Gill: 650-598-4204

AP Gill summarized the Staff Report, recommending approval of the Resolution with the Conditions of Approval attached.

Commissioner Reed confirmed with AP Gill that there will be 5 bedrooms in the home, and noted that the family room is defined as a bedroom in the first sentence of page 4 of the Staff Report. AP Gill responded that the family room is not considered a bedroom as there is no "living room" in the home; the staff report will be corrected.

AP Gill clarified for Commissioner Mayer that the final square footage of the project is 2,840, and responding to Commissioner Frautschi, noted that the driveway will be widened to accommodate the second uncovered parking space in the area to the left of the driveway where the meter is located.

Lillian Woo, landscape architect for the project, introduced herself and responded to questions from the Commission. She explained that she had not proposed a tree to the right of the driveway because of the neighbor's large existing liquid amber tree, and that perhaps removal of the river rocks on the roots would help with survival of that tree. She will recommend this to the neighbor. At Commissioner Frautschi's suggestion, she stated that she would be happy to recommend a hedge of columnar deciduous trees on the right side of the property.

Chair Parsons opened the Public Hearing. No one came forward to speak.

MOTION: By Commissioner Frautschi, seconded by Vice Chair Horton, to close the Public Hearing. Motion passed 7/0 by a show of hands.

Commissioner Mercer felt that the house is a big improvement and beautifully done. She concurred with Commissioner Frautschi's request for the addition of a tree or row of columnar trees on the right-hand side along the garage to mitigate the bulk.

Commissioner McKenzie was concerned about the bulk as seen from the street, but overall felt that the architect had done a nice job of tying together an integrated design of the old house into a new house.

Commissioner Reed liked the project and believed it will be a great addition to the end of Robin Whipple.

Vice Chair Horton agreed and felt that it will be a great complementary addition to the house recently approved on the left.

Commissioner Mayer agreed that this will be a nice balanced end to Robin Whipple and concurred that trees on the right would soften that view.

Commissioner Frautschi complimented the applicant/owner particularly on the chosen colors and the garage doors, and would like to see a Blood Maple or something similar by the driveway, and perhaps some evergreens.

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MOTION: By Commissioner Frautschi, seconded by Commissioner Reed, to adopt the Resolution approving a Single-Family Design Review for 1881 Robin Whipple Way (Appl. No. 2007-0076), with Exhibit A, Conditions of Project Approval, with the addition of an ornamental Maple to the right of the driveway and columnar trees along the right, to be determined by staff, the architect and the applicant.

Ayes: Frautschi, Reed, Mercer, Mayer, McKenzie, Horton, Parsons
Noes: None

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Chair Parsons stated that this item may be appealed to the City Council within 10 calendar days.

7. REPORTS, STUDIES AND UPDATES

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No update.

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